HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

* PERSONNEL ACTION CODE:

DATE: December 6, 2016 A- Appointment

R-Reclassification

T - Transfer

E- End of Probation

P - Promotion D - Demotion S - Separation O – Other

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Nelson, Nathan	County Attorney	11-30-16	Attorney- HIDTA Grant			S	Resignation.
Alexander, Ajay	County Attorney	12-05-16	Attorney- HIDTA Grant	\$63,333/year	15%=\$8,333/ year	R	Salary Increase per US Attorney's Office.
Folsom, Delayne	Secondary Roads	12-07-16	Temporary Equipment Operator	\$21.71/hour		A	Not to exceed 120 days.
Kafton, Justin	Secondary Roads	12-07-16	Temporary Equipment Operator	\$21.71/hour		A	Not to exceed 120 days.
Mann, Michelle	County Sheriff	12-19-16	Civilian Jailer	\$19.49/hour	4%=\$.76/hour	R	Per CWA Civilian Officers Contract agreement, from Class 2 to Class 1.
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APPROVED BY BOARD DATE:	OKy Jung in C NO
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WOODBURY COUNTY HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County

FROM: Ed Gilliland, Human Resources Director

SUBJECT: Memorandum of Personnel Transactions

DATE: December 6, 2016

For the December 6, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Attorney-HIDTA Grant, Resignation.
- 2) Attorney-HIDTA Grant, Salary Increase.
- 3) Secondary Roads (2) Temporary Equipment Operators, Appointments.
- 4) County Sheriff Civilian Jailer, from Class 2 to Class 1.

Thank you